



Fiscal Year 2020 Budget

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Canby Utility
FY 20 Budget
Statement of Operations and Changes In Net Assets - Electric

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
OPERATING REVENUES						
Residential Sales	\$ 6,477,000	\$ 6,272,649	\$ 6,476,000	\$ 1,000	0.0%	Based on FY19 actual
Unbilled Revenue	-	42,700	-	-	N/A	Unknown Until FY Year-End
Green Power Sales	12,022	11,874	12,022	-	0%	Based April 2019 sales
Small Commercial	1,055,000	834,164	824,000	231,000	28%	New server farm sales
Large Commercial	2,825,000	2,748,270	2,831,000	(6,000)	0%	Based on FY19 actual
Industrial	2,161,000	2,037,897	2,075,000	86,000	4%	Based on FY19 actual
City Street Lighting	43,611	43,171	43,611	-	0%	Based April 2019 sales
Municipal	167,000	166,185	167,000	-	0%	Based on FY19 actual
Canby Utility	174,000	173,083	173,000	1,000	1%	Based on FY19 actual
Total Electric Sales	12,914,633	12,329,993	12,601,633	313,000	2%	
NSF Check Charge	1,584	1,089	1,584	-	0%	Estimated four a month
Reconnect Fees	3,840	6,010	3,840	-	0%	Estimated eight a month
Door Hanger Fees	-	25	-	-	N/A	Mailing Disconnect Notices, new policy
Account Set-up Fees	26,508	28,675	26,100	408	2%	Average of past nine years
Failed Payment Arrangement	600	550	600	-	0%	Estimate two a month
Disconnect Notice Fee	60,650	60,850	62,400	(1,750)	-3%	Based on July 2019 thru March 2019
BPA Conservation Rate Credit	161,304	477,419	94,000	67,304	72%	Contract amount
Total Other Electric Energy Revenues	254,486	574,618	188,524	65,962	35%	
TOTAL OPERATING REVENUES	13,169,119	12,904,611	12,790,157	378,962	3%	
OPERATING EXPENSES						
Board of Directors	13,305	4,292	10,257	3,048	30%	See Departmental Page
Executive	268,222	241,688	234,191	34,031	15%	See Departmental Page
Administrative	250,542	276,286	221,232	29,310	13%	See Departmental Page
Customer Service	700,155	869,852	623,199	76,956	12%	See Departmental Page
Finance	9,957,037	9,360,864	9,508,397	448,640	5%	See Departmental Page
Operations	482,544	270,103	433,400	49,144	11%	See Departmental Page
Distribution	1,255,820	742,935	1,039,728	216,092	21%	See Departmental Page
Risk Management	31,090	33,198	30,767	323	1%	See Departmental Page
TOTAL OPERATING EXPENSES	12,958,715	11,799,218	12,101,171	857,544	7%	
OPERATING INCOME (LOSS)	210,404	1,105,393	688,986	(478,582)	-69%	
OPERATING MARGIN	2%	9%	5%			
NON-OPERATING REVENUES & EXPENSES						
Rental Lights	34,392	34,336	34,392	-	0%	Based on March 2019 sales
Rental Lights Expenses	-	-	-	-	N/A	N/A
St. Light Maintenance Sales	15,924	15,196	16,800	(876)	-5%	Average of past four years
Material Sales	-	-	-	-	N/A	N/A
Billed for Dig In's	3,132	1,340	3,360	(228)	-7%	Based on prior years

**Canby Utility
FY 20 Budget
Statement of Operations and Changes In Net Assets - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Custom Work Sales	-	-	2,640	(2,640)	-100%	N/A
Public St. Lights Sold	39,996	61,834	23,520	16,476	70%	Average of past five years
Misc. Other Sales	21,600	9,691	-	21,600	N/A	Rent of office building from Water
Material Sales Cost	-	-	-	-	N/A	N/A
Custom Work Costs	-	-	(2,640)	2,640	-100%	N/A
St. Light Maintenance Costs	(55,920)	(77,746)	(40,320)	(15,600)	39%	St Light maintenance and sales FY19 budget
Misc. Other Costs	-	(28)	-	-	N/A	N/A
Temp Service	4,044	14,327	2,880	1,164	40%	Average of past ten years
Interest Income/Other	273,788	180,364	185,743	88,045	47%	Rate applied to estimated cash on hand
Gain On Disposition of Property	8,628	7,110	9,000	(372)	-4%	Sale of two vehicles
Loss On Disposition of Property	-	(4,782)	-	-	N/A	Unknown
Other Interest Expense	6,792	(4,938)	4,200	2,592	62%	average
Total Non-Operating Revenues & Expenses	352,376	236,704	239,575	112,801	32%	
Net Income/(Loss) Before Capital Contributions	562,780	1,342,097	928,561	(365,781)	-65%	
Capital Contributions:						
Hook-up Fees	37,404	376,556	40,128	(2,724)	-7%	From Capital Budget
Contribution From Others	-	-	-	-	N/A	N/A
Line Extension Fees	492,696	383,036	522,861	(30,165)	-6%	From Capital Budget
Total Capital Contributions	530,100	759,592	562,989	(32,889)	-6%	
Change in Net Assets	\$ 1,092,880	\$ 2,101,689	\$ 1,491,550	\$ (398,670)	-36%	
Cash Flow:						
Cash and Investments Estimate, June 30, 2019	\$ 9,829,458					
Cash Used For Capital Purchases	(1,611,184)					
Change in Net Assets	1,092,880					
Add Back Depreciation	926,887					
Net Cash Generated/(Used)	408,583					
Cash and Investments Estimate, June 30, 2020	\$ 10,238,041					

Canby Utility Electric System FY 20 Capital Budget							
Project Name	Description of Project	Labor	Materials	Transportation Charges	Labor	Contractor Costs	Project Cost
					Overheads 72.17%		
Executive - Projects							
1265 SE 3rd Ave Building	Preliminary architect work on phase two to prepare for construction bid.	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
Finance - Projects							
Exchange server 2019 E - 75%	Replace existing old technology exchange server 2010.	-	-	-	-	15,000	15,000
Operations & Distribution - Capital Equipment							
Company Vehicle	Replace Unit 32 with Pickup for Operations Field Supervisor	-	-	-	-	32,000	32,000
F-550 Crew Cab Pickup CARRYOVER	Replacemnet of Unit #16	-	-	-	-	60,000	60,000
HP Plotter 75% of total cost split with Water Dept.	Replacement of HP Plotter purchased in 2006. no longer supported.	-	-	-	-	11,250	11,250
TopCon GIS Unit	GIS unit used to stake new projects and existing system for new ESRI mapping system.	-	-	-	-	13,000	13,000
Small Tools		-	-	-	-	10,000	10,000
Operations & Distribution - Projects							
AMI- Tantalus TUNet Systems-75%of Total cost	Provides updated meter management system utilizing existing meter infrastructure components. Materials provided in vendor costs. Labor hours are for meter and equipment installations.	37,500	-	17,500	27,064	331,875	413,939
Feeder Extension CARRYOVER	Extend Westcott Feeder #4 along S. Ivy St. approx. 2100ft.	-	138,140	-	-	85,590	223,730
UG Cable Replacement CARRYOVER	Replace 1750' of aging / failing primary cable, N. Cedar St. from 5th Ave to 591 North Cedar.	-	9,000	-	-	74,980	83,980
Lupine/Manzinita CARRYOVER	Single Phase Primary Replacement Carry-over.	-	7,725	-	-	63,510	71,235
Build new Feeder G / Feeder 4 Intertie CARRYOVER	Provides alternate source to Fred Meyer Shopping Center and other northern Feeder G loads. Provides future feeder load transfer / balancing capabilities to better accommodate the continued load growth of the Pioneer Industrial Park.	-	8,800	-	-	20,350	29,150
Overhead to Underground CARRYOVER	SW 4th and Cedar 500 ft.	-	35,000	-	-	32,800	67,800
CONTRIBUTED CAPITAL:							
Various Residential Connections	Estimated 165 new residential meter connects.	4,400	26,400	3,429	3,175	-	37,404
Line Extensions	3 Subdivisions, 2 Apartment complexes, and 3 Commercial/Industrial project schedule for completion in the FY.	105,753	279,850	30,771	76,322	-	492,696
Totals		\$ 147,653	\$ 504,915	\$ 51,700	\$ 106,561	\$ 800,355	\$ 1,611,184

**Procedure 520
Attachment 1**

**Canby Utility
Cash Reserve Procedure**

Cash Reserve Calculation

The cash reserve calculations are targeted end of year balances at June 30, 2020.

Electric	Input	Pro-rate	Policy	Reserve Dollars	Basis
Annual O&M Expenditures (excluding Power Supply costs and depreciation)	\$ 4,139,029	365	180	\$ 2,041,165	Budget 2019
High month Power Supply Costs	775,365	30	45	1,163,048	Budget 2019
Power Supply Risk				250,000	BPA
Rate Base Factor for Catastrophic Event	Assets	Depre	Depre/Assets	Assumption	
	35,344,543	12,999,527	36.8%	2.0%	February 2019 Balance Sheet w/ WIP
Debt Service Highest Payment				-	NA
Capital Improvements - Updating currently	2013-2018	\$2,000,000	20.0%	400,000	1/5 of 5 year September 2013 CIP
Vehicle/Equipment Replacement Program				107,078	Rotation Schedule
Labor Contingency				100,000	To cover less labor intensive capital years
Total Before Project Reserve				4,768,182	
Project Reserve				5,469,859	Remainder for future building
Targeted Cash Reserve				\$ 10,238,041	
Minimum Cash Reserve \$4,000,000			Over / (Under) Minimum	\$ 6,238,041	

**Canby Utility
FY 20 Budget
Departmental Summary - Electric**

Categories	Board of Directors	Executive	Administrative	Customer Service	Finance	Operations	Distribution	Risk Mgt	FY20 Total by Category	FY19 Total by Category	\$ Change FY20 vs. FY19	% Change FY20 vs. FY19
Payroll		\$ 130,634	\$ 68,737	\$ 255,687	\$ 187,451	\$ 268,982	\$ 824,655		\$ 1,736,146	\$ 1,668,178	\$ 67,968	4.07%
PERS		32,268	21,720	67,883	46,301	66,447	211,944		446,563	372,607	73,956	19.85%
Medical/Vision Insurance		15,048	17,365	80,062	23,439	50,270	179,203		365,387	323,699	41,688	12.88%
Dental Insurance		1,200	1,439	5,721	1,837	3,198	14,389		27,784	24,628	3,156	12.81%
Life Insurance		120	46	504	195	287	481		1,633	1,825	(192)	-10.52%
Worker's Comp		552	309	1,410	817	4,099	29,218		36,405	34,365	2,040	5.94%
Taxes State Unemployment		132	69	252	186	280	760		1,679	1,655	24	1.45%
Taxes FICA/Medicare		9,996	5,256	19,563	14,343	20,576	62,908		132,642	127,446	5,196	4.08%
City Transit		780	408	1,537	1,125	1,615	4,934		10,399	9,991	408	4.08%
HRA VEBA		1,128	1,128	6,756	2,256	3,756	12,000		27,024	27,024	-	0.00%
Subtotal Employer-Paid Expenses	-	61,224	47,740	183,688	90,499	150,528	515,837	-	1,049,516	923,240	126,276	13.68%
Wages - Capitalized							(254,220)		(254,220)	(297,276)	43,056	-14.48%
Net Total Payroll & Employer-Paid Expenses	-	191,858	116,477	439,375	277,950	419,510	1,086,272	-	2,531,442	2,294,142	237,300	10.34%
401 (k)					1,476				1,476	1,476	-	0.00%
Dues, Fees & Subscriptions	456	2,000	8,477	-	54,675	120	-	-	65,728	52,445	13,283	25.33%
Meeting Expenses		480	638	54	-	300			1,472	1,247	225	18.04%
Safety			1,650			14,400	27,100		43,150	29,800	13,350	44.80%
Special Events			11,403						11,403	10,922	481	4.40%
Office Supplies			7,125	150		100	205		7,580	13,330	(5,750)	-43.14%
Postage				38,700					38,700	35,100	3,600	10.26%
Printing & Stationery Supplies			9,781	4,539					14,320	7,916	6,404	80.90%
BPA Conservation				161,304					161,304	94,000	67,304	71.60%
Comm Audits				-					-	-	-	#DIV/0!
Customer Relations				1,950					1,950	1,125	825	73.33%
Heat Pump				750					750	750	-	0.00%
Res. Weatherization				-					-	-	-	#DIV/0!
School/Comm				-					-	-	-	#DIV/0!
Share the Warmth				30,000					30,000	30,000	-	0.00%
Water Heater Rebates				-					-	-	-	#DIV/0!
Rent				-					-	-	-	#DIV/0!
Maint. Of Office Equipment			5,896						5,896	6,016	(120)	-1.99%
Maintenance of Substations							12,000		12,000	12,000	-	0.00%
Shop & Work Equipment Expenses							13,500		13,500	13,500	-	0.00%
Maint. Of Bldgs. & Grounds			28,567						28,567	25,751	2,816	10.94%
Utilities			7,244			14,509			21,753	22,357	(604)	-2.70%
After Hours Dispatching						4,410			4,410	1,420	2,990	210.56%
One Call						17,500			17,500	384	17,116	4457.29%
PGE Pole Contract							1,550		1,550	1,550	-	0.00%
Purchased Power					7,892,799				7,892,799	7,561,267	331,532	4.38%
Property & Liability Insurance								31,090	31,090	30,767	323	1.05%
Reporters				8,960					8,960	10,475	(1,515)	-14.46%
Bad Debts				6,136					6,136	7,186	(1,050)	-14.61%
Computer Supplies			3,750						3,750	3,375	375	11.11%
Computer Upgrades					31,822				31,822	6,162	25,660	416.42%
Maintenance of Computers					63,827				63,827	69,127	(5,300)	-7.67%
Software Upgrades					2,543				2,543	2,243	300	13.37%
Telephone			25,800						25,800	20,850	4,950	23.74%
Franchise Tax					645,731				645,731	630,081	15,650	2.48%
Energy Resource Supplier Assessment					18,000				18,000	18,000	-	0.00%
Director Fees	4,073								4,073	3,780	293	7.75%
Other Expenses	881								881	771	110	14.27%

Canby Utility

FY 20 Budget

Departmental Summary - Electric

Categories	Board of Directors	Executive	Administrative	Customer Service	Finance	Operations	Distribution	Risk Mgt	FY20	FY19	\$ Change FY20 vs. FY19	% Change FY20 vs. FY19
									Total by Category	Total by Category		
Depreciation					926,887				926,887	874,678	52,209	5.97%
Trade Organizations		46,100							46,100	43,175	2,925	6.77%
Cash Over/Short									-	-	-	#DIV/0!
Maintenance of Overhead Lines							8,000		8,000	6,000	2,000	33.33%
Maintenance of Underground Lines							25,764		25,764	25,764	-	0.00%
Maintenance of Line Transformers							5,245		5,245	5,245	-	0.00%
Uncollectible Accounts									-	-	-	#DIV/0!
Maintenance of Electric Meters							5,000		5,000	15,000	(10,000)	-66.67%
Street Maintenance Fee					7,980				7,980	7,980	-	0.00%
Maintenance, Supervision & Engineering							3,000		3,000	3,000	-	0.00%
Total Departmental Expenses	5,410	48,580	110,331	252,543	9,645,740	51,339	101,364	31,090	10,246,397	9,706,015	540,382	5.57%
Audit					23,871				23,871	23,175	696	3.00%
Computer Consultants					5,150				5,150	5,150	-	0.00%
Infra-Red Scanning									-	-	-	#DIV/0!
Labor Negotiations			8,252						8,252	2,625	5,627	214.36%
Legal		6,000							6,000	7,200	(1,200)	-16.67%
Mapping						2,000			2,000	2,000	-	0.00%
Other Consultants		15,000	10,505		1,025				26,530	5,375	21,155	393.58%
Pole Inspection & Treatment									-	-	-	#DIV/0!
Rate Studies									-	-	-	#DIV/0!
Translation Services									-	-	-	#DIV/0!
Tree Trimming							50,000		50,000	10,000	40,000	400.00%
Marketing		844							844	630	214	33.97%
Engineering						2,500	1,200		3,700	1,200	2,500	208.33%
Meter Expenses									-	-	-	#DIV/0!
Arc-Flash Hazard Assessment									-	-	-	#DIV/0!
Inspections									-	-	-	#DIV/0!
Office Contract Help									-	-	-	#DIV/0!
Paving/Road									-	-	-	#DIV/0!
Total Consulting/Contract	-	21,844	18,757	-	30,046	4,500	51,200	-	126,347	57,355	68,992	120.29%
Training	4,901	5,220	2,240	1,080	2,572	1,627	9,639	-	27,279	20,513	6,766	32.98%
Transportation	2,994	720	2,737	7,157	729	5,568	7,345	-	27,250	23,146	4,104	17.73%
Total Transportation & Training	7,895	5,940	4,977	8,237	3,301	7,195	16,984	-	54,529	43,659	10,870	24.90%
Total Operating Expenses	\$ 13,305	\$ 268,222	\$ 250,542	\$ 700,155	\$ 9,957,037	\$ 482,544	\$ 1,255,820	\$ 31,090	\$ 12,958,715	\$ 12,101,171	\$ 857,544	7.09%

**Canby Utility
FY 20 Budget
Board of Directors - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Director Fees	\$ 4,073	\$ 3,360	\$ 3,780	\$ 293	8%	Scheduled trainings
Total Director Fees	4,073	3,360	3,780	293	8%	
Dues, Fees & Subscriptions	456	372	456	-	0%	No Change
Other Expenses	881	549	771	110	14%	Miscellaneous
Total Departmental	1,337	921	1,227	110	9%	
Training	2,994	11	2,250	744	33%	SDAO Conf (3) and Training Placeholder
Transportation	4,901	-	3,000	1,901	63%	SDAO Conf (3) and Training Placeholder
Total Transportation & Training	7,895	11	5,250	2,645	50%	
Total Board of Directors Expense	\$ 13,305	\$ 4,292	\$ 10,257	\$ 3,048	30%	

**Canby Utility
FY 20 Budget
Executive - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Total Payroll & Employer Paid Expenses	\$ 191,858	\$ 181,335	\$ 179,906	\$ 11,952	7%	3% COLA and inc'd exp's
Dues, Fees & Subscriptions	2,000	1,790	1,900	100	5%	Based on FY18 with slight increase
Meeting Expenses	480	116	480	-	0%	Based on FY19
Total Departmental	2,480	1,906	2,380	100	4%	
Legal	6,000	3,655	7,200	(1,200)	-17%	Placeholder
Other Consultants	15,000	12,031	-	15,000	N/A	Electric rate study
Marketing	844	699	630	214	34%	Chamber costs
Total Consulting/Contract	21,844	16,385	7,830	14,014	179%	
APPA	7,500	6,867	7,000	500	7%	Estimated increase over prior year
LOC	500	375	375	125	33%	Same as what was paid for FY2019
LGPI	800	775	800	-	0%	Estimated increase over prior year
OMEU	17,000	15,420	16,000	1,000	6%	Estimated increase over prior year
SDAO	1,800	722	900	900	100%	Estimated increase over prior year
PNUCC	-	-	-	-	N/A	N/A
NWPPA	10,000	8,981	10,100	(100)	-1%	Average of prior years
PPC	8,500	8,195	8,000	500	6%	Estimated increase over prior year
ICMA	-	-	-	-	N/A	N/A
Total Trade Organizations	46,100	41,335	43,175	2,925	7%	
Training	720	280	360	360	100%	Based on FY19
Transportation	5,220	447	540	4,680	867%	Added NWPPA Board meetings
Total Transportation & Training	5,940	727	900	5,040	560%	
Total Executive Expense	\$ 268,222	\$ 241,688	\$ 234,191	\$ 34,031	15%	

**Canby Utility
FY 20 Budget
Administrative - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Total Payroll & Employer Paid Expenses	\$ 116,477	\$ 115,922	\$ 109,997	\$ 6,480	6%	3% COLA and inc'd exp's
Dues, Fees & Subscriptions	8,477	5,500	4,894	3,583	73%	JL Recruitment, closer to actual
Meeting Expenses	638	396	413	225	54%	Bargaining meetings
Safety	1,650	725	1,800	(150)	-8%	No AED maintenance, added SDS service
Special Events	11,403	6,605	10,922	481	4%	Deposits for 50th Anniversary
Office Supplies	7,125	6,781	12,975	(5,850)	-45%	Lower contingency, higher janitorial supplies
Printing & Stationery Supplies	9,781	5,225	6,041	3,740	62%	Envelope cost increase
Rent	-	46,473	-	-	N/A	No longer applicable
Maint. Of Office Equipment	5,896	4,993	6,016	(120)	-2%	Based on '18 for maintenance agrmts.
Maint. Of Bldgs. & Grounds	28,567	23,669	25,751	2,816	11%	Higher maintenance costs with larger building
Utilities	7,244	4,278	4,478	2,766	62%	New office building
Computer Supplies	3,750	1,565	3,375	375	11%	Less laser jets but more ink jet printers
Telephone	25,800	21,778	20,850	4,950	24%	Higher cost with Direct Link
Total Departmental	110,331	127,988	97,515	12,816	13%	
Labor Negotiations	8,252	25,808	2,625	5,627	214%	Collective Bargaining year, CBA Issue
Other Consultants	10,505	2,944	5,375	5,130	95%	Survey carry over, EP Analysis, Legal
Total Consulting/Contract	18,757	28,752	8,000	10,757	134%	
Training	2,240	1,954	2,025	215	11%	SHRM, SDAO, NWPPA LERG
Transportation	2,737	1,670	3,695	(958)	-26%	Training planned requires travel
Total Transportation & Training	4,977	3,624	5,720	(743)	-13%	
Total Administrative - Expense	\$ 250,542	\$ 276,286	\$ 221,232	\$ 29,310	13%	

**Canby Utility
FY 20 Budget
Customer Service - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Total Payroll & Employer Paid Expenses	\$ 439,375	\$ 376,241	\$ 438,175	\$ 1,200	0%	3.0% COLA, inc'd exp's, and succession planning through November
Dues, Fees & Subscriptions	-	-	-	-	N/A	
Meeting Expenses	54	40	54	-	0%	Same as last year
Office Supplies	150	46	150	-	0%	Same as last year
Postage	38,700	34,862	35,100	3,600	10%	75% of Monthly \$2,900 PO & \$1,400 Neopost
Reporters	8,960	4,311	10,475	(1,515)	-14%	Based on scheduled inserts
Bad Debt	6,136	3,773	7,186	(1,050)	-15%	Past 5 full years average
Cash Over/Short	-	106	-	-	N/A	
Uncollectible Accounts	-	4	-	-	N/A	
Total Departmental	54,000	43,142	52,965	1,035	2%	
Printing & Stationery Supplies	4,539	5,117	1,875	2,664	142%	Neopost - brushers, sealer ink, & statements
Translation Services	-	-	-	-	N/A	
Outside Services Employed	-	-	-	-	N/A	
Office Contract Help	-	3,462	-	-	N/A	
Total Consulting/Contract	4,539	8,579	1,875	2,664	142%	
Training	1,080	366	1,110	(30)	-3%	2 emp 3C's / spring training
Transportation	7,157	1,499	3,199	3,958	124%	\$4,080 Trans alloc / 2 emp 3C's / BPA round tabl
Total Transportation & Training	8,237	1,865	4,309	3,928	91%	
BPA Conservation	161,304	407,118	94,000	67,304	72%	BPA funded program
Comm Audits	-	-	-	-	N/A	
Customer Relations	1,950	2,134	1,125	825	73%	Giveaways - pens, pencils, balsa gliders, etc.
Heat Pump	750	750	750	-	0%	Same as last year
Res. Weatherization	-	-	-	-	N/A	
School/Community	-	-	-	-	N/A	
Share the Warmth	30,000	30,023	30,000	-	0%	Same as last year
Water Heater Rebates	-	-	-	-	N/A	
Total Programs	194,004	440,025	125,875	68,129	54%	
Total Customer Service Expense	\$ 700,155	\$ 869,852	\$ 623,199	\$ 76,956	12%	

**Canby Utility
FY 20 Budget
Finance - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Total Payroll & Employer Paid Expenses	\$ 277,950	\$ 261,774	\$ 260,682	\$ 17,268	7%	3.0% COLA and inc'd exp's
Depreciation Exp - Electric Plant	857,345	689,868	830,976	26,369	3%	From Schedule
Depreciation Exp - Equipment	21,205	17,636	20,638	567	3%	From Schedule
Depreciation Exp - Office Equipment	48,337	24,785	23,064	25,273	110%	From Schedule
Franchise Tax	645,731	616,081	630,081	15,650	2%	5% of Sales
Purchased Power & Transmission	7,892,799	7,585,003	7,561,267	331,532	4%	BPA forecast
Dues, Fees & Subscriptions	54,675	45,753	45,075	9,600	21%	Based on current charges
Meeting Expenses	-	-	-	-	N/A	
401(k), Sec. 125	1,476	1,444	1,476	-	0%	Monthly fees, Annual Report & Plan Reinstatement
Computer Upgrades	31,822	197	6,162	25,660	416%	Replacing outdated desktop computers
Maintenance of Computers	63,827	50,924	69,127	(5,300)	-8%	Software maint and support, new e-mail bill module
Software Upgrades	2,543	1,421	2,243	300	13%	Software renewals
Energy Resource Supplier Asses.	18,000	31,016	18,000	-	0%	OR DOE Energy Resource Supplier Assessment
Street Maintenance Fee	7,980	7,981	7,980	-	0%	Additional fees for Park Maintenance
Total Departmental	9,645,740	9,072,109	9,216,089	429,651	5%	
Audit	23,871	22,500	23,175	696	3%	Contract not to exceed amount
Computer Consultants	5,150	4,443	5,150	-	0%	Based on FY 17
Legal	-	-	-	-	N/A	
Other Consultants	1,025	-	-	1,025	N/A	CIS - GASB 75 valuation
Rate Studies	-	-	-	-	N/A	
Engineering	-	-	-	-	N/A	
Inspections	-	-	-	-	N/A	
Total Consulting/Contract	30,046	26,943	28,325	1,721	6%	
Training	2,572	38	2,572	-	0%	Placeholder
Transportation	729	-	729	-	0%	Placeholder
Total Transportation & Training	3,301	38	3,301	-	0%	
Total Finance Expense	\$ 9,957,037	\$ 9,360,864	\$ 9,508,397	\$ 448,640	5%	

**Canby Utility
FY 20 Budget
Operations - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expenses						
Total Payroll & Employer Paid Expenses	\$ 419,510	\$ 248,178	\$ 403,202	\$ 16,308	4%	3.0% COLA, step, and inc'd exp's
Dues, Fees & Subscriptions	120	537	120	-	0%	Place holder
Meeting Expenses	300	235	300	-	0%	Place holder
Office Supplies	100	127	-	100	N/A	Place holder
Utilities	14,509	16,296	17,879	(3,370)	-19%	Based on FY17
After Hours Dispatching	4,410	1,384	1,420	2,990	211%	Based Security Services NW contract
One Call	17,500	375	384	17,116	4457%	Based on USIC contract.
Total Departmental	36,939	18,954	20,103	16,836	84%	
Safety	14,400	503	900	13,500	1500%	Per Safety meeting contract
Legal	-	-	-	-	N/A	
Mapping	2,000	-	2,000	-	0%	Based on 2018 Budget
Other Consultants	-	-	-	-	N/A	
Engineering	2,500	-	-	2,500	N/A	For Misc support
Total Consulting/Contract	18,900	503	2,900	16,000	552%	
Training	1,627	1,219	1,627	-	0%	Based on 2018 actuals
Transportation	5,568	1,249	5,568	-	0%	Based on 2018 Budget
Total Transportation & Training	7,195	2,468	7,195	-	0%	
Total Operations Expense	\$ 482,544	\$ 270,103	\$ 433,400	\$ 49,144	11%	

**Canby Utility
FY 20 Budget
Distribution - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Net Payroll & Employer Paid Expenses	1,086,272	550,360	902,180	184,092	20%	3.0% COLA and inc'd exp's
Dues, Fees & Subscriptions	-	12	-	-	N/A	
Safety	27,100	35,469	27,100	-	0%	Based on current FY actuals
Office Supplies	205	51	205	-	0%	Based on current FY actuals
Maintenance of Substations	12,000	2,787	12,000	-	0%	Based on 2019 Actuals
Shop & Work Equipment Expenses	13,500	9,181	13,500	-	0%	Based on 2019 Actuals.
PGE Pole Contract Agreement	1,550	1,518	1,550	-	0%	Based on current FY actuals
Maintenance of Overhead Lines	8,000	7,389	6,000	2,000	33%	Based on current FY Actuals
Maintenance of Underground Lines	25,764	54,473	25,764	-	0%	Based on current FY actuals
Maintenance of Line Transformers	5,245	7,556	5,245	-	0%	Based on current FY actuals
Maintenance of Electric Meters	5,000	28,063	15,000	(10,000)	-67%	Based on current FY actuals
Maintenance Supervision & Engineering	3,000	1,586	3,000	-	0%	Based on 2019 budget.
Total Departmental	101,364	148,085	109,364	(8,000)	-7%	
Infra-Red Scanning	-	-	-	-	N/A	
Pole Inspection & Treatment	-	33,890	-	-	N/A	
Tree Trimming	50,000	-	10,000	40,000	400%	Tree trimming year & miscellaneous trouble trees
Engineering	1,200	627	1,200	-	0%	Based on 2019 budget.
Metering	-	-	-	-	N/A	
Other Expenses	-	149	-	-	N/A	
Arc-Flash Hazard Assessment	-	-	-	-	N/A	
Paving/Road	-	917	-	-	N/A	
Total Consulting/Contract	51,200	35,583	11,200	40,000	357%	
Training	9,639	3,050	9,639	-	0%	Based on 2019 budget. New personnel and Programs
Transportation	7,345	5,857	7,345	-	0%	Based on 2019 budget. New personnel and Programs
Total Transportation & Training	16,984	8,907	16,984	-	0%	
Total Distribution Expense	\$ 1,255,820	\$ 742,935	\$ 1,039,728	\$ 216,092	21%	

**Canby Utility
FY 20 Budget
Risk Management - Electric**

Description	FY20 Budget	FY18 Actual	FY19 Budget	Increase (Decrease) FY20 - FY19	% Increase (Decrease) FY20 - FY19	Notes
Expense:						
Dues, Fees and Subscriptions	\$ -	\$ -	\$ -	\$ -	N/A	N/A
Property & Liability Insurance	31,090	33,198	30,767	323	1%	Estimated increase
Total Departmental	31,090	33,198	30,767	323	1%	
Legal	-	-	-	-	N/A	Moved to Executive Budget
Total Consulting/Contract	-	-	-	-	N/A	
Training	-	-	-	-	N/A	Not budgeting any conferences
Transportation	-	-	-	-	N/A	Not budgeting any conferences
Total Transportation & Training	-	-	-	-	N/A	
Total Risk Management Expense	\$ 31,090	\$ 33,198	\$ 30,767	\$ 323	1%	